



**MINUTES**  
**Board of Directors' Meeting**  
**(held jointly with Corporation Board of Directors)**  
**September 17, 2025**

1. The meeting was called to order at 6:01 p.m. by the Chairperson of the Board, Mr. Jeffrey Laing. The following were present:

Board of Directors:                    Mr. Albert J. Christopher, Agawam  
   Mr. William Strother, East Longmeadow  
   Ms. Lisa Murray, Hampden-Wilbraham Regional  
   Ms. Kate Bean, Longmeadow  
   Mr. Jeffrey Laing, Ludlow  
   Ms. Melissa Morrissey, Southwick-Tolland-Granville Regional

Collaborative:                         Mr. Alvin W. Morton, I, Executive Director  
   Ms. Anna Bishop, Director of Finance

Guests:                                    Ms. Sarah Bowler, Ludlow School Committee

2. A public forum was offered. Ms. Maria DaSilva, a parent from Ludlow, addressed her concerns over issues with bussing in her community.
3. Ms. Bishop reviewed tax-exempt financing whereby the Corporation originally borrowed \$17.5 million dollars in 2005. The balance of \$6.9 million requires refinancing and Ms. Bishop is again working the with Mass Development Finance Agency to secure terms with an anticipated interest rate of 4.88 percent. Mr. Christopher moved that Anna Bishop, the Director of Finance and Operations (an "Authorized Representative") of Lower Pioneer Valley Educational Collaborative (the "Guarantor"), acting singly, is hereby authorized on behalf of the Guarantor and in its name to take any and all actions and to execute any and all documents needed to complete the following, upon such terms, amounts and conditions and in such form as such Authorized Representative shall approve: (I) the First Amendment to the \$12,075,000 Massachusetts Development Finance Agency Revenue Bond (Lower Pioneer Valley Educational Corporation Project, Series 2015 (the "Initial Bond") and the issue for tax purposes of amendments to the Initial Bond (referred to as the "Reissued Bond"), including, without limitation, the execution and delivery of the following: First Amendment to Loan Agreement and Bond between the Lower Pioneer Valley Educational Corporation, TD Bank, N.A. as bond owner, acknowledged and agreed to by Massachusetts Development Finance Agency (the "Agency") and the Guarantor, Guarantor's Incumbency Certificate and associated certificates and documents, and (II) the execution of any and all documents and the taking of any and all actions required by the bond owner or the Agency in conjunction with the issuance for tax purposes of the Reissued Bond.

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**SERVING AGAWAM•EAST LONGMEADOW•HAMPDEN-WILBRAHAM•LONGMEADOW•LUDLOW•SOUTHWICK-TOLLAND-GRANVILLE•WEST SPRINGFIELD**

Mr. Christopher further voted that in connection with any of the foregoing said Authorized Representative, acting singly, is hereby authorized from time to time to take any and all other actions, to execute any and all other documents, and to do and perform all other acts and things deemed by such Authorized Representative to be necessary, convenient or proper on behalf of the Guarantor in order to accomplish any of the foregoing, the Authorized Representative's signature on any document or taking of any act to conclusively evidence such Authorized Representative's approval of the same and that it was duly authorized by the Board of Directors of the Guarantor. Ms. Murray seconded. Approved unanimously.

4. Mr. Morton reported that the Agawam garage has 12 electric busses in service and the East Longmeadow facility has 5. The Wilbraham facility has 8 vehicles that are scheduled to go into service the end of November. The LPVEC still has no official determination of the cause of the bus fire in January. Ms. Bishop reported that the Agawam facility is still under construction with regard to the fueling station and grading and paving of the employee parking lot.
5. Mr. Laing requested that Transportation be added to monthly agendas in order to bring to the Board's attention the ongoing difficulties in Ludlow. Mr. Laing reported that Ludlow is investigating whether or not other transportation providers can assume some of the routes in his district. The group discussed a number of possible solutions to help get children to and from school on time ie. possibility of offering stipends, contracting out specific routes, and communicating student accommodations.
7.
  - A. Mr. Morton noted that the Department of Elementary and Secondary Education requires that new board members take an on-line training course and review every two years after. He wanted to make new members aware that they will receive an email from DESE.
  - B. Mr. Morton discussed transportation staffing and noted that the position of Assistant Transportation General Manager is not needed at this time and the position will not be filled. Instead, there is need for an Administrative Assistant at the Wilbraham transportation facility. This position will assist with the multitude of phone calls and addressing parent and district concerns. A few duties will be moved from the current Administrative Assistant to the Transportation General Manager role to this position. Those changes are highlighted in the revised job description. Other job descriptions included are updated according to CTE DESE frameworks to remain current.

Ms. Murray moved to approve the revised job description entitled "Administrative Assistant to the Transportation General Manager" as presented. Mr. Christopher seconded. Approved unanimously.

Ms. Murray moved to approve the new job description entitled "Administrative Assistant to the Transportation Department" as presented. Mr. Christopher seconded. Approved unanimously.

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Ms. Murray moved to approve the revised job description entitled "Teacher: Automotive Technology" as presented. Ms. Strother seconded. Approved unanimously.

Ms. Murray moved to approve the revised job description entitled "Teacher: Advanced Manufacturing" as presented. Ms. Strother seconded. Approved unanimously.

Ms. Murray moved to approve the revised job description entitled "Teacher: Facility Maintenance Management" as presented. Ms. Strother seconded. Approved unanimously.

- C. Mr. Morton discussed state mandates that require all state-designated career technical education schools and programs to develop and implement admission, recruitment, and retention policies that comply with state and federal law as well as DESE guidelines by November 1st. The admission process will be by lottery when the number of applicants exceed available seats. Member district superintendents reviewed the requirements and the majority have chosen a blind, non-weighted process. The Southwick-Tolland-Granville Regional School District is not in favor of a lottery process or accepting out-of-districts students so as to allow all member districts access.

- D. Mr. Morton discussed the LPVEC's intention to apply for a \$5 million expansion grant to develop an electrical program. A feasibility study may need to be conducted in order to determine if that amount is sufficient to support all aspects of this initiative.

In addition, the LPVEC is considering applying for a Farm to School grant that would support a shared coordinator amongst member districts.

- E. Mr. Morton noted that the LPVEC is in the midst of reviewing and updating current policies and identifying any new ones needed.

Ms. Murray moved to approve the policy entitled "JICFA: PROHIBITION OF HAZING" as presented at its first reading. Mr. Strother seconded. Approved unanimously.

Ms. Murray moved to approve the updated policy entitled "JICFB: BULLYING PREVENTION" as presented. Mr. Strother seconded. Approved unanimously.

Ms. Murray moved to approve the policy entitled "JIH: SEARCHES, INTERROGATIONS, AND ARRESTS" as presented at this first reading. Mr. Strother seconded. Approved unanimously.

Ms. Murray moved to approve the policy entitled "JICK: HARASSMENT OF STUDENTS" as presented at this first reading. Mr. Strother seconded. Approved unanimously.

- F. Mr. Morton reported that there were 40 participants at the LPVEC's first Haircut-A-Thon held on August 21<sup>st</sup>. There will be another event scheduled in November. Mr. Morton also noted that the Bistro is scheduled to begin serving to the public in October. As another community engagement event, the LPVEC will sponsor a blood drive on November 11<sup>th</sup>.

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6. Ms. Murray moved to approve this evening's consent agenda as presented. Mr. Strother seconded. Approved unanimously.

8. A. Ms. Bishop reviewed previous advice from auditors regarding adding funds to the Other Post Employment Benefit Trust as there have no contributions since it was first established in 2015 with \$250,000. The fund has earned interest \$294,980 bringing the total at this time to only \$544,980. Contributing to the fund reduces the amount of the liability on our financial statements and Ms. Bishop has identified \$100,000 as a contribution at this time. Ms. Murray moved to allocate \$100,000 from the LPVEC FY25 end of year excess funds to the LPVEC's OPEB Trust invested with the State Retiree Benefits Trust ("SRBT"). Mr. Strother seconded. Approved unanimously.

B. Ms. Bishop reported that the Cosmetology Program required additional space to be renovated in the Brush Hill facility. Ms. Murray moved to appropriate from the General Capital Projects Fund the amount of \$23,166.29 for expenses incurred to date for the Cosmetology Renovation Project. Mr. Strother seconded. Approved unanimously.

Ms. Bishop reported on the progress at the Agawam transportation facility and will need to pay another portion to the architects for design services. Ms. Murray moved to appropriate \$95,558.58 from the Enterprise Capital Projects Fund for expenses incurred to date from Weston & Sampson for design services. Mr. Strother seconded. Approved unanimously.

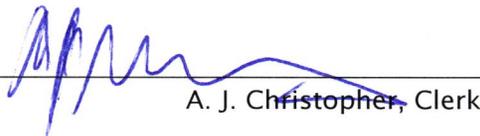
Ms. Bishop reported that grants have covered most expenses on the electric bus project so funds that had been set aside are not needed and can now be returned to the unreserved fund balance for other uses. Ms. Murray moved to transfer from the Enterprise Capital Projects Fund to the Enterprise Unreserved Fund Balance, the amount of \$917,830.62 for Cullen Electrical Contractors Inc. expenses that were allocated to the Massachusetts Clean Energy Commission Grant. Mr. Strother seconded. Approved unanimously.

10. The next meeting is scheduled for October 15.

Ms. Murray moved to adjourn the meeting. Mr. Christopher seconded. Approved unanimously. The meeting adjourned at 7:58 p.m.

10-15-25

(date)

  
A. J. Christopher, Clerk